



LEAD TRAINING PROGRAM PROVIDER ACCREDITATION AMENDMENT APPLICATION

DO NOT WRITE IN THIS BOX - FOR HEALTH DEPARTMENT USE ONLY

Date Rec'd: ____ / ____ / ____ **Amount \$** _____ **Budget #**7C790-085 **Remittance #** _____

If an accredited Lead Training Program Provider wishes to amend their accreditation to include other courses, this form must be filled out. A fee of **\$100.00 per course to be added** must accompany the application. Send a cashier's check or money order payable to **"Texas Department of Health - 7C790-085."** **Do not send personal checks, company checks, or cash.** **Application fees are nonrefundable except as prescribed in §295.205(f)(2).** Complete all blocks below (print or type only) and supply all the required documentation listed on this form.

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Name of Organization	Telephone Number	Fax Number
Mailing Address	City	State Zip
Physical Address (if different)	City	State Zip

To obtain department accreditation, the following information must be submitted with this application in accordance with §295.204 of the Texas Environmental Lead Reduction Rules. Please place a check (T) in the designated spaces below which correspond to the documentation you are submitting with this application.

____ 1. A list of courses for which the training program provider is applying for department accreditation [§295.204(c)(1)(B)]; **and**

____ 2. A statement signed by the training program manager certifying that the training program meets §295.204(d), the minimum requirements for accreditation [§295.204(c)(1)(C)]; **and**

____ 3a. A statement signed by the training program manager certifying that the program uses EPA-developed model training materials [§295.204(c)(1)(C);

OR

____ 3b. If a training program provider does **not** use EPA-developed or department-developed training materials, the following must also be submitted: a copy of the student and instructor manuals to be used for each course, and a copy of the course agenda for each course, which must include the time allotted for teaching each course topic [§295.204(c)(1)(C)(i)&(ii)]; **and**

____ 4. A description of the facilities and equipment available for lecture and hands-on training [§295.204(c)(2)(A)]; **and**

____ 5. A copy of the course test blueprint for each course [§295.204(c)(2)(B) and §295.204(f)(4)(E)]; **and**

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6. A description of the activities and procedures that will be used for conducting the assessment of hands-on skills for each course [§295.204(c)(2)(C)]; **and**

7. A specimen of the training certificate which will be given to students upon successful completion and test passage [§295.204(c)(2)(G); **and**

A training program provider seeking refresher course accreditation shall also submit the following documentation:

8. A copy of the table of contents and course-identifying cover sheet of the student and instructor manuals for each course; **and**

9. A statement signed by the training program manager certifying that the program complies at all times with all requirements of subsection (f) of this section; **and**

10. The course test blueprint for each refresher course.

APPLICANT VERIFICATION OF INFORMATION

I certify that I have read the Texas Environmental Lead Reduction Rules 25 TAC §§ 295.201-220. I declare that I have examined this application and accompanying documents and to the best of my knowledge and belief, all information provided is complete, true, and correct. I acknowledge that any falsification or misrepresentation in attempting to obtain department accreditation will result in the denial of my application.

Signature of Training Program Provider's Representative	Date
Name and Title of Training Program Provider's Representative (type or print)	

IMPORTANT

APPLICATIONS WILL NOT BE CONSIDERED COMPLETE IF NOT SIGNED BY THE APPLICANT, ALL QUESTIONS ANSWERED, AND ALL REQUIRED DOCUMENTATION AND FEE ARE SUBMITTED

NOTE:

, Mail this application and other required documentation to: Environmental Lead Branch, Lead Training Section, Toxic Substances Control Division, Texas Department of Health, P.O. Box 149200, Austin, TX 78714-9200.

, Within 60 days of receipt of your application, a "Deficiency Notification" form will be sent if additional documentation is required or errors are contained in your application. You will have 90 days from the date on the "Deficiency Notification" to complete your application. If the required deficiency information is not received in the specified time period, your application will be denied due to abandonment in accordance with §295.205(f)(3) of the Texas Environmental Lead Reduction Rules.

, **A training program provider shall not provide, offer, or claim to provide department-accredited training courses without first applying for and receiving accreditation from the department as required under §295.204(c) [§295.204(a)(3)].**